



Senior Portfolio of Ina Budina B.S. in Information Technology 11/15/2021



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# **Transmittal Letter**

November 16, 2021 Dr. Diane Murphy Department Chair IT, Data Science and Cybersecurity Marymount University, Arlington, VA

Dear Dr. Murphy,

Please find my senior portfolio which provides evidence of my information technology and skills, as well as other transferable skills. In my portfolio, I have integrated the most important projects/papers that I have prepared during my time at Marymount university. I believe that this document showcases my set of skills to future employers to become an IT expert leading technological development, digitalization, business development, innovation, and entrepreneurship. This document is my reflection as a person and will give you an idea of my work potential, career-drive, strengths based on my experiences and involvement in various activities.

The portfolio also includes my resume, focusing on my major skills, experiences, courses and activities while in Marymount university, as well as extracurricular activities and studies abroad. The portfolio also includes pictures to document key activities, codes in python, SQL, an AWS project in cloud computing, data analytics team project, providing evidence for teamwork, and my capstone project, including the capstone proposal and evidence for project management, the main report and presentation, to serve as an evidence of my written and oral business communication skills.

Thank you for reading my senior portfolio document and looking forward to your comments and advice.

Sincerely, Ina Budina

Email: Irb14343@marymount.edu LinkedIn: Ina Budina | LinkedIn Phone: (202) 758 9841



# **Executive Summary**

Welcome to the senior portfolio of Ina Budina. The portfolio includes an executive summary, resume, and specific information providing evidence for Ina Budina's technology and other transferable skills, experience, course works, studies abroad, extracurricular activities, and career-plan. The senior portfolio is structured as follows.

The first section includes Ina Budina's personal statement that highlights key insights as to why she has chosen to pursue a career in information technology, while deepening her business experience and knowledge. Next, her resume summarizes her technology and transferable skills, experiences, education, study abroad and other key information about her. The senior activities section includes a summary of Ina's capstone projects, along with her plans for Spring 2022 internship and what she expects to gain from this experience.

The section on the specific fields of study includes specific information, weblinks, and evidence of activities in several IT fields, including programming code development, database technology, data analytics, software testing and documentation, and about her capstone project. The next section includes the soft skills that Ina Budina developed from her key extracurricular activities, including her global experiences, volunteer activities, and a seal of biliteracy in Bulgarian, mentioned and supported by direct evidence, including pictures along with a copy of the certificates and references names that can verify performance in these activities.

The final section of the senior portfolio focuses on Ina's career plan where she outlines her strategy to enroll in graduate studies after her graduation from Marymount University.



# **Personal Statement**

My name is Ina Budina and I am a senior student at Marymount University and plan to graduate in May 2022 with a B.S. in Information technology, and minors in business analysis, in business administration, and in economics. I target jobs in the Information Technology field, including business analysis, cloud computing, cybersecurity, and overall IT project management. I am personable and diligent, with strong critical thinking, technology, and business communication skills. I have experience in python, web development, data technology and data analytics, cloud computing, and in writing reports and managing projects. I am also proficient in excel, word, and powerpoint.

I am passionate about creating technology that enhances user experience and helps companies grow, while also respecting the key ethical principles. Digitalization has fundamentally changed our lives in the last few decades and this trend exploded during COVID-19, when many economic activities moved to virtual space overnight. FinTech revolution, digitalization, AI, and interactive technologies are all facts today. For these processes to function, we need algorithms that leave the problem-solving process to a set of rules, implemented by a computer. At the same time, algorithms present important risks with potentially severe implications, such as spreading 'fake news', creating filter bubbles with biased information on social media apps, and can be exploited as a warfare tool for foreign interference in politics. Everything I have learned so far in my classes in information technology, business and economics will help build my interdisciplinary foundation of knowledge, necessary to develop my IT career to build a digital economy that works for the people.

Building on my multicultural perspective, I would like to ensure that technology is treating everyone in a fair way, and does not inherit social biases and social divisions like those present in our society today. I will build on and deeply cherish my experiences of connecting to the world and being comfortable with working with individuals from very different backgrounds, and always be mindful of the need to develop fair algorithms that do not bias important AI decisions against certain vulnerable groups of our society. Having multiple experiences with studying abroad, I enjoy working in multicultural teams from different backgrounds. For example, during my time at Marymount I had an opportunity to go on a study visit to Cuba, where I learned more about the challenges of the centrally-planned economies as part of my macroeconomics class at Marymount. I participated in summer programs at Oxford University, the United Kingdom, where I met with students from at least forty nationalities and learned about economics of poverty, and at the EU Business School of Barcelona, Spain, learning about business and entrepreneurship through practical experience, meeting business executives of start-ups and innovative companies. Finally, given my Bulgarian roots I have also spent a lot of time in Bulgaria, learning about the challenges and issues of people in Eastern Europe.



# **Resume** Ina-Eliza Budina

Solution 202 758 9841 A Irb14343@marymount.edu Ina Budina | LinkedIn

# Overview

Personable and diligent, with strong critical thinking, technology, and communication skills, pursuing B.S in IT and minoring in business analysis, business administration, and economics. Quick learner and able to leverage on skills and knowledge gained from courses, work, and volunteer experiences. Bilingual in English and Bulgarian language, Spanish (intermediate).

### Skills

Technology: Cloud Computing, Cybersecurity, Database Technology, Data Analytics, Software Testing and Quality Assurance, Computer Networking, Computer Technology, Cyberethics
Programming and Scripting Language: Python, SQL, HTML, CSS
Other tech skills: Windows, Mac OS, GitHub, MS-Office, Hardware
Business skills: Project management, Business communications, Organizational Management.
Language skills: English (native), Seal of Biliteracy in Bulgarian, Spanish (intermediate)
Other: critical thinking, problem solving, responsibility, supervision, teamwork.

Education B.S in Information Technology, Marymount University, Arlington, VA. Anticipated Graduation: May 2022 Minors: Business Analysis, Business Administration, and Economics.

### **Course Work**

**IT:** Cloud Computing, Computer Technology, Computer Networking, Cybersecurity, Cyberethics, Database Technology, Data Analytics, Managing Big Data, Software Engineering, Software Testing and Quality Assurance, Python, Web Development, Human Computer Interaction, Capstone Project

**Business and Economics:** The Business Experience, Project Management, Organizational Management, Business Communication, Business Law, Principles of Microeconomics, Macroeconomics, Business and Economics of Sports, Economic and Business History of the U.S., Money and Banking, Statistical Analysis.

### Work and Volunteer Experience

Babysitter, Mrs. De La Follye De Joux & Mr. Wiest Washington D.C. Jan 2018 - June 2019



Worked for a family Read books to kids and cooked meals for them | Supervised kids in the evenings, when parents were away

#### Volunteer, Bulgarian Embassy, Washington DC May 2012 - May 2019

Displayed Bulgarian traditions such as folk dancing during Embassy week | Strengthen Greater D.C. community | A dancer of the Bulgarian folk-dancing group "Zdravetz"

### Summer Intern, World Bank, Washington D.C. May 2018-**July 2018**

Research Natural Resources in Africa Analyze macroeconomic data and data on natural resources for African countries | Drafted background paper on data and analytics on Natural Resources in Africa

### Leadership

Camp Counselor, Jelleff Club, boys and girls camp, Washington D.C. March - June 2016 Used leadership skills, organizing and leading students to field trips | Used creativity skills to produce bulletin boards | Caretaker for the students at the club

# **Studies Abroad**

Summer Program, Oxford University, Oxford, United Kingdom. **July 2019** Certificate in Economics: July 2019

Participated in a summer program in economics at Oxford University | Participated in classes in economics of poverty | Earned a certificate in economics from Oxford University.

Study visit to Cuba, Principles of Macroeconomics, Marymount University Spring 2019 Went on a class study visit to Cuba, 2019, as part of the course on principles of macroeconomics | Learned about differences between centrally planned and market economies | Gained practical experience on the functioning of centrally planned economies, with widespread subsidies and parallel exchange rate.

### Summer Program, EU Business School, Barcelona, Spain. **July 2018**

Participated in a summer program in Business and Entrepreneurship | Participated in classes and study visits to start-ups, innovative, and large companies to learn more about entrepreneurship Earned a Certificate in Business and Entrepreneurship.

# **Other Activities**

Earned a seal of biliteracy in Bulgarian, 2019 | Participated in the 2018 Hackathon for Women at Maryland University | Participated in a summer workshop on Economic growth, Bulgaria, 2017 |



# **Senior Activities**

**Capstone:** I got interested to learn more about the risks and challenges of algorithms and AI and to define potential options for reforms that both public and private sector organizations could implement to minimize and mitigate these algorithmic risks.

As my Capstone project, I wrote about the challenges of digitalization and algorithms. While algorithms help us become more productive and find relevant information very quickly, we all have been witnessing the darker side of algorithms and Artificial Intelligence (AI). For instance, the potential of AI to quickly create and multiply fake news has significantly impacted any sphere of our society. Algorithms can be used for warfare, allowing for foreign interference in the election processes or creating social divisions, while security breaches harm the economy, and the society. Algorithms can also be based on wrong statistical models or even data.

Major challenges of algorithmic risks include increasing complexity, lack of transparency in algorithm designs, lack of standards and regulations, and weak governance. The algorithms are becoming increasingly complex, they are often proprietary, without a disclosure of the main code behind them, and in the context of the deep learning techniques, it seems impossible to understand what variables and data determine the decision-making process. Standards and regulations with respect to algorithms are lacking as well, which creates another complication. There is also a weak governance of algorithms, recently illustrated by the way algorithms have been used by Cambridge Analytica aiming to sway public opinion and the 2016 US elections, as highlighted in the documentary "The Great Hack". Algorithmic risks include biases and errors in input data and inadequate sampling, flowed in the algorithmic design, and incorrect interpretation or inappropriate use of output.

Because of their use as a strategic decision making, algorithms may impose financial, regulatory, and strategic risks for many organizations if any errors and vulnerabilities in algorithms appear. Efficient management of algorithmic risks requires an innovative approach, combining strong risk management at the individual organization level, with regulatory reforms and adapting new leading practices. A successful algorithmic risk management requires setting risk management frameworks to evaluate potential issues with algorithmic deployment, evaluate the potential impact of algorithms risks, enhance senior management's understanding of algorithmic risks, and set a governance structure to identify, assess, and manage potential algorithm risks.

At the same time, the organizations are not alone in their efforts for managing algorithmic risks. Many researchers, regulators, lawmakers, and advocacy groups advocate for the need of reforms to improve risk management standards to match the increasing complexity in algorithmic use.



# **Specific Field of Study**

As a student of B.S in Information technology, I am also minoring in business analysis, business administration and economics. I have taken courses like Cloud Computing, Computer Technology, Computer Networking, Cybersecurity, Cyberethics, Database Technology, Data Analytics, Managing Big Data, Software Engineering, Software Testing and Quality Assurance, Python, Web Development, Human Computer Interaction, Capstone Project. These classes helped me learn, gain hands-on experience with solving real world problems, broaden my knowledge in the IT field and stimulate my interest in gaining further experience. These classes combine nicely with the classes I took as part of my minors in business administration and economics. For example, having learned about the principles of microeconomics, business and innovation, organizational management, business law and business communications helps me understand that implementing and developing new technology, like software development, algorithms, web designs, and data analytics is usually not done in a vacuum but rather that all the technology development and implementation is done in various organizations and businesses. In this context, good incentives and organizational structure and the regulatory environment in which these organizations and businesses function are critical to support innovation, entrepreneurship, and innovation, deploying the new technologies. Thus, I will build on my interdisciplinary knowledge of IT, business and economics to develop a vision about the kind of technology, AI and algorithms that our society needs, greatly enhancing user experience, helping the companies to compete and grow, while also respecting the main ethical principles.

### **Documentation:**

1. <u>RStudio and Github</u>: Please see below outputs of our team project on Bikeshare. Our group worked on Github and coded in R using R Studio. Using a database for bicycle usage in New York for 2019 and 2020 I have created new variables and compared the bike usage by different categories. First I calculated mean, median, minimum and maximum bike usage in different years. Then I used packages and functions to visualize the performance in different variables comparing and contrasting them. The members of our group also used my code to perform similar analysis for other big cities in the U.S. Full code can be seen <u>Here</u>.



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2. <u>Cloud Computing</u>: I use Amazon Web Services platform to practice what I have learned in my Cloud Computing classes. This is a very valuable experience, where I can test in a real life environment how to set up and deploy services in the cloud. Lab projects helped me understand the process and steps in migrating some of the companies information technology services to the cloud environment. Some examples are launching instances, storage, setting up an auto scaling group and using different criterias for scaling in and scaling out. Those opportunities help companies save resources and cut costs while increasing reliability and security of their operations.



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3. <u>Database:</u> I used MySQL for my database class and worked on several assignments using MySQL. I used a relationship database to create tables, read, summarize and extract various data and information from the tables.



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	SELECT cib.CUST_ID, iib.FIRST_NAME, iib.LAST_NAME, cib.ADDRESS FROM customer cib, individual iib	3,181 <	
	where cib.CUST_ID = iib.CUST_ID and	14	
	cib.ADDRESS like '\$Lane' or cib.ADDRESS like '\$Ln'		
r	group by cib.CUST_ID; /+		
	Vietion 2		
	*/		
	SELECT cib.CUST_ID, cib.ADDRESS, bib.NAME, bib.INCORP_DATE		
	FROM business bib, customer cib		
	where bib.CUST_ID = cib.CUST_ID and bib.INCORP DATE > '2000-01-01';	1	
	/*		
•	Question 3		
	*/		
	Select count(*) as 'numberofindividuals'	n 11	
	FROM individual iib where BIRTH DATE < '1970-01-01';		
	/*	10	
	Question 4		
	•/		
	SELECT OPEN BRANCH ID, AVG(AVAIL_BALANCE), AVG(PENDING_BALANCE) FROM account ai		
	GROUP BY OPEN BRANCH ID;	s 10	
	/*		
	Question 5	9	
	*/		
	SELECT aib.ACCOUNT_ID, aib.AVAIL_BALANCE, aib.PENDING_BALANCE, (aib.AVAIL_BALANCE - aib.PENDING_BALANCE) as 'difference' FROM account aib	r 9	
	FKUM ACCOUNT AID where aib.AVAIL BALANCE <> aib.PENDING BALANCE;		
	/*		
	Question 6		
	*/		
	SELECT ASSIGNED_BRANCH_ID, count(SUPERIOR_EMP_ID) AS 'Pemla @ber_ supervised employees'		
	rkum employee elb where assigned branch id =2 and		
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4. <u>Software Testing:</u> As a final project, I tested the MUEngage page and documented my findings. I developed various test cases and ran a manual test on Marymount's webpage. <u>Here</u> is the report.





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Test Case ID	Speed testing 0003		
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Expected Result			
	Devices for testing are installed with the latest web browsers		
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	Type of Test Test Scenario Test Data Expected Result Entry Criteria Test Case Name	Type of Test         Performance Test           1.         Launch the browser from the test device           2.         Type the link for the MU portal in the browser address bar           3.         Login into the MU portal using your valid MU credentials           4.         Click the MU Engage link from the portals left sidebar           5.         Monitor how quickly an application responds when task executed           Test Scenario         my.marymount.edu           jsmith2020@marymount.edu         jsmith2020@marymount.edu           an application load under a minute, so consider normal speed         or poor response time if more than a minute           2.         Devices for testing are installed with the latest web browsers           4.         the test automation scripts are ready           5.         the devices have network and internet access, and network credentials are provided           Entry Criteria         -           Test Case Name         Load Testing	Type of Test     Performance Test       1.     Launch the browser from the test device       2.     Type the link for the MU portal in the browser address bar       3.     Login into the MU portal using your valid MU credentials       4.     Click the MU Engage link from the portals left sidebar       5.     Monitor how quickly an application responds when task       executed     my.marymount.edu       jsmith2020@marymount.edu     pswdsucces       an application load under a minute, so consider normal speed     or poor response time if more than a minute       ·     Devices for testing are installed with the latest web browsers       ·     the test automation scripts are ready       ·     the test automation scripts are ready       ·     the devices have network and internet access, and network credentials are provided       Entry Criteria     -       test Case Name     Load Testing

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<ul> <li>A Yana Radeva</li> <li>A Yana Radeva</li> </ul>	Test Data	pswdsucces vulnerability scanning, security scanning, penetration testing, ethical hacking	v 15, 2021 at 5:03 PM	
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# Soft Skills

The following are some of my soft skills, which I believe are equally important for success in personal life and professional career:

- 1. Personable and diligent
- 2. Critical thinking
- 3. Committed team-player
- 4. Adaptability
- 5. Eager to learn
- 6. Self-disciplined
- 7. Multicultural (ability to understand different culture)
- 8. Communicative

Today we witness a clear trend of globalization of the world and a more open global economy. This requires collaboration between many countries, business partners and international companies. It is impossible to work alone. To that nature I think it is extremely important to be able to work in teams and be a committed team player. However, this has many more aspects in the fast changing environment and especially rapidly changing new technology.

Quick changes required quick responses which translates to adaptability. Successful people in their personal life and successful businesses are those who are able to adapt faster to new environments. Another aspect of a global open economy is working across borders with different countries, people and cultures. Given my multicultural perspective, speaking few languages and experiencing extensive travelling I have managed to successfully communicate with people in different countries, where I have travelled to. In addition, participating in a few summer programs in different countries proves my adaptability and ability to understand and respect different cultures. Being able to study and work in different countries, teams and international groups made me practice and develop my team player skills further along with challenging my critical thinking and self discipline. In summary, I find as a very useful experience my participation in several summer schools, travelling and study abroad. Those programs and events provide me with the opportunities for my personal growth, quick learning, practicing new skills and professional development. As a result, this has helped me to boost my self-confidence, self-motivation and improve my communication skills.



# **Extra-Curricular Activities: Studies Abroad**

For many years I have been actively involved in many cultural and educational activities in Bulgarian Cultural and Educational Center in the Washington D.C. area. As a graduate from Bulgarian school I have earned a Seal of Biliteracy, and I regularly help to organize and attend many cultural events in the area. Also as an active member of Bulgarian folk dance group Zdravetz I have participated and performed in numerous festivals and events, supporting and preserving folk and national music traditions and popularising Bulgarian culture.

Since Covid pandemic evolved I witnessed so much devastation due to lack of understanding the importance of vaccination. Life has changed globally and influenced every aspect of our society. I have decided to make a difference with my involvement in helping save human lives. I become an enthusiastic supporter of vaccination and personally participate actively to help people understand the importance of strictly following scientifically proven health measures and vaccination. Especially last summer in Bulgaria I was patiently involved in convincing, educating and helping people to get vaccinated, since there are many people resisting to follow those rules. Some did , but some did not. However, I still feel this as a part of my duty to be an ambassador for human health.

Outside of the school I also have taken an active volunteer role to support equal rights of women in our society and admire that more women are joining the field of Information Technology. In 2018 I participated in the Hackathon for Women at Maryland University. I have enrolled and support the Association for Computing Machinery's Council on Women MU Chapter.

In addition to my Marymount classes I have taken other opportunities to boost my personal growth and professional development. First, in 2017 I attended a summer seminar in economic growth in Bulgaria. Second, in 2018 I participated in the Summer Program of EU Business School in Barcelona, Spain where I earned a certificate for successfully completing their summer program. Next, in the summer of 2019 I was part of the Summer School in economics in Oxford University, UK, where I explored my knowledge of economics of poverty and earned a certificate.

During my Spring semester of 2019 and as a part of my macroeconomic course in Marymount I traveled for class study to Cuba, where we learned about and witnessed differences between centrally planned economy and market economies.

All those international experiences helped me to strengthen my business and economic knowledge and further develop a better perspective of the global market and economy.

In addition to my participation in the above mentioned summer classes and extracurricular activities I am patiently pursuing my hobbies like Bulgarian folk dancing, painting, cooking and travelling. As an extension to my Marymount painting class I have created my art portfolio, which I am constantly updating. Art imagination, exploring different



compositions, techniques and colors helps me to better understand, create and use modern technology, its vision and design.

### **Documentation:**



*Summer Program in Economics, Oxford University, United Kingdom, July 2019.* Earned a Certificate in Economics from Oxford University.



Summer program in business and entrepreneurship, EU Business School, Barcelona, July 2018. Earned a certificate in business and entrepreneurship from the EU Business School.





Participated in the 2018 Hackathon for Women at the University of Maryland.



I graduated from the Bulgarian Educational and Cultural Center "Kliment Ohridski" and earned a Seal of Biliteracy in Bulgarian.





Bulgarian Folk Dance team "Zdravetz": Award Ceremony





# **Pictured Activities:**

- 1. Participated in the 2019 Summer Program in Economics and earned a Certificate from Oxford University, United Kingdom, July 2019.
- 2. Participated in the 2018 Summer Program in Business and Entrepreneurship, earned a Certificate from the EU Business School, Barcelona, July 2018.
- 3. Participated in the 2018 Hackathon for Women at the University of Maryland.
- 4. Graduation day from the Bulgarian Educational and Cultural Center "Kliment Ohridski"; Earned a Diploma and a Seal of Biliteracy in Bulgarian.
- 5. Performed a traditional Bulgarian folk dancing as part of our folk dancing team "Zdravetz". Pictured award ceremony of our team.
- 6. Painting in my painting home studio for my fine art class at Marymount University.

Brian Hollar on Twitter: "What do you do when one of your incoming freshman students wants to meet with you after you've left the country for the summer? You meet her in Sofia, Bulgaria instead! @marymountu https://t.co/1BW4WccHIt" / Twitter









































### Certificates and Awards

Since 2018, my freshman year at Marymount University, I have earned several certificates:

- 1. <u>Certificate for successfully completing EU Business School summer program in</u> Business and Entrepreneurship, Barcelona, Spain. - Summer of 2018
- 2. <u>Certificate from Oxford University summer program in economics for completing</u> <u>summer course in economics of poverty - Summer of 2019</u>
- 3. <u>Seal of Biliteracy in Bulgarian Language for successfully passing the internationally</u> recognised exam in written and spoken language - June 2019
- 4. <u>Certificate of graduation from Bulgarian School as a part of Bulgarian Cultural and</u> <u>Educational Center in Washington DC</u>
- 5. <u>Several Awards from Bulgarian folk dance group Zdravetz for performances</u>, <u>long-time commitment and active member of the group</u>
- 6. <u>Certificate of participation in Hackathon for women at Maryland University</u>



# **Career Plan**

I plan to do my IT490 (IT internship) in the Spring of 2022, my final semester. The objective is to get hands-on experience either in general IT field, cybersecurity, computer technology or networking, software engineering or software testing and quality control, or in cloud computing. I also plan to participate in Marymount Domestic Study Away: IT 389 Field Experience: Silicon Valley, where I can learn from leaders and practitioners working in leading companies in the Information Technology field. I hope to gain many insights from their meetings and presentations, which will help me to better understand, envision and focus on my future career. After graduation, I plan to look for another internship in the summer of 2022 and join a graduate school to work towards a master's degree and maybe even a doctorate degree. Because information technology is critical for every sphere of society, I plan to enroll in grad school to further deepen my knowledge in IT fields, while at the same time, deepen my knowledge in business, entrepreneurship, and innovation. In the summer, I also plan to attend programming courses at the University of Engineering in Sofia, Bulgaria, where my uncle is the head of the Math Department. I will use every minute from my precious time to prepare myself, stay positive, expand my network, make use of opportunities that the future will bring me to support my personal and professional growth and career opportunities.